

**COMMISSIONERS' MEETING
MINUTES**

01/28/15

1. CALL TO ORDER

Commissioner Chronister called the meeting to order at 10:00 a.m. with all board members present.

A. Opening Ceremony

Solicitor Michael Flannelly led the Pledge of Allegiance.

Reverend Sue Oelrich, Pleasant Acres Chaplain, gave the invocation.

2. APPROVAL OF MINUTES

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve the minutes from the January 21, 2015 Commissioners' Meeting as submitted.

3. PROCLAMATION

A. York Suburban Middle School – Top performing middle school in the state of Pennsylvania

The Board of Commissioners presented a proclamation to Michele A. Merkle, Ed. D., Superintendent of York Suburban School District, recognizing the outstanding achievement of York Suburban Middle School earning the highest 2014 School Performance Profile score of all middle schools in Pennsylvania.

4. PERIOD OF PUBLIC COMMENT

No public comments were received.

5. RECESS

Commissioner Chronister recessed the meeting at 10:26 a.m. for the purpose of holding a hearing to receive public comments on the adoption of proposed Resolution 2015-03.

6. RECONVENE

Commissioner Chronister reconvened the meeting at 10:36 a.m.

7. RESOLUTIONS

A. Resolution 2015-03

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to adopt Resolution 2015-03 approving the County of York LERTA program application for property located at 325 South Salem Church Road, West Manchester Township, submitted and owned by 325 Salem Property, LP.

B. U.S. Department of Housing and Urban Development (HUD), Washington, D.C.

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a resolution, on behalf of the Community Development Division of the York County Planning Commission, for the following changes to the 2012, 2013 and 2014 Action Plans under the U.S. Department of Housing and Urban Development (HUD), Washington, D.C., funded through the Community Development Block Grant program:

<u>Activity</u>	<u>Amount</u>	<u>From</u>	<u>To</u>
Hanover Borough	\$ 166.96	Unprogrammed Funds	45561902 (increase)
West York Borough	\$ 250.43	Unprogrammed Funds	45561984 (increase)
Peach Bottom Township	\$ 57.50	Unprogrammed Funds	45561985 (increase)
Red Lion Borough	\$ 29.05	Unprogrammed Funds	45561872 (increase)
Shrewsbury Township	\$ 28.75	Unprogrammed Funds	45571945 (increase)
Hanover Borough	\$ 166.96	Unprogrammed Funds	45571986 (increase)
Wrightsville Borough	\$ 706.33	Unprogrammed Funds	45571946 (increase)
Glen Rock Borough	\$ 1,338.79	Unprogrammed Funds	45571941 (increase)
Windsor Township	\$ 1,333.90	Unprogrammed Funds	45582012 (increase)

8. MARCELLUS SHALE LEGACY FUND REALLOCATION

A. York County Rail Trail Authority

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve the reallocation of 2015 and 2016 Marcellus Shale Legacy funds in the amount of \$21,500.00 and \$21,500.00 respectively, for a total amount of \$43,000.00, to the York County Rail Trail Authority from the previously approved Jackson Township Hanover Trolley Trail project to the Heritage Rail Trail Northern Extension project.

9. YORK COUNTY REAL ESTATE TAX EXONERATIONS

A. Borough of Hanover

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to exonerate 2015 York County Real Estate taxes on the following parcels for property owned by the Borough of Hanover, as the properties are being utilized to consolidate municipal staff, equipment and services:

<u>Parcel No.</u>	<u>Location</u>
670-000-08-018700-00000	228 High Street, Hanover, PA
670-000-08-018800-00000	222 High Street-Rear, Hanover, PA
670-000-08-020300-00000	222-224 High Street-Rear, Hanover, PA

10. APPOINTMENTS

A. Deputy Tax Collectors

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to appoint the following individuals as Deputy Tax Collectors to fulfill the duties of the Tax Collector for the indicated municipality as may be necessary, effective January 28, 2015 through December 31, 2017:

<u>Deputy Tax Collector</u>	<u>Municipality</u>
Marcy Renshaw, Warrington Township	Carroll Township
Kathryn Hoffman, Monaghan Township	Monaghan Township
Debbi Beitzel, Dillsburg Borough	Warrington Township

11. EASEMENT AGREEMENT

A. Michael E. Land, York, PA; A.J. Land, Jr., Blue Bell, PA; Jennifer C. Land, Egg Harbor Twp, NJ; and Thomas K. Land, Las Vegas, NV

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve an easement agreement between the County of York and the following property owners for the right-of-way on property (Parcel No. 80000060002B000000) located in North York Borough to be used as part of the Northern Extension of the Rail Trail at a cost of \$1.00:

<u>Property Owners</u>
Michael E. Land, York, PA
A.J. Land, Jr., Blue Bell, PA
Jennifer C. Land, Egg Harbor Twp, NJ
Thomas K. Land, Las Vegas, NV

12. PURCHASES

A. Informer Systems, San Jose, CA

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve a purchase between the County of York, on behalf of the York County Department of Emergency Services, and Informer Systems, San Jose, CA, for a web-based scheduling program subscription at a cost of \$13,219.20, for the period of February 1, 2015 through January 31, 2016.

B. Dell Inc., Round Rock, TX

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a purchase between the County of York, on behalf of the York County Information Services department, and Dell Inc., Round Rock, TX, for laptops, desktops, monitors and associated items for the Microsoft Windows XP mitigation, along with replacement and new budgeted equipment for year 2015, for a total cost of \$201,331.76 under a PA COSTARS contract.

13. CONTRACT AGREEMENTS

A. CTI, Hunt Valley, MD

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a contract agreement between the County of York, on behalf of the York County Information Services department, and CTI, Hunt Valley, MD, to provide ten (10) full-day Information Technology services at a rate of \$990.00 per day, for a total cost of \$9,900.00, for the period of January 1, 2015 through December 31, 2015.

B. CTI, Hunt Valley, MD

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a contract agreement between the County of York, on behalf of the York County Information Services department, and CTI, Hunt Valley, MD, for laptop repair services at a cost of \$5,000.00, for the period of January 1, 2015 through December 31, 2015.

C. C.S. Davidson, Inc., York, PA

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a contract agreement amendment between the County of York and C.S. Davidson, Inc., York, PA, County Engineer, extending Construction Consultation services related to the replacement of Bridge No. 236 (Ridge Road over North Bermudian Creek in Franklin Township) from May 6, 2015 to September 8, 2015, with no other changes being made to the original agreement.

14. LETTERS OF AGREEMENT

A. 2015 Real Estate and Per Capita Taxes

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve letters of agreement between the County of York, on behalf of the York County Treasurer's office, and the following taxing authorities, authorizing the York County Treasurer to fulfill the duties of the Tax Collector for the indicated taxing authority for the collection of 2015 Real Estate and Per Capita taxes as indicated, for the period of January 28, 2015 through December 31, 2015; and further authorizing the York County Treasurer to sign all documents related to the agreements:

<u>Taxing Authority</u>	<u>Tax Type</u>
Codorus Township	Real Estate
Fawn Grove Borough	Real Estate
Wellsville Borough	Real Estate & Per Capita
West York Borough	Real Estate & Per Capita
South Eastern School District	Real Estate

15. MEMORANDUM OF UNDERSTANDING

A. Hanover Hospital, Hanover, PA

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a memorandum of understanding between the County of York, on behalf of the York County Department of Emergency Services, and Hanover Hospital, Hanover, PA, to reflect equipment changes and modifications to the tower located in Hanover Borough as part of the Radio and Microwave Systems Upgrade project, with no other changes being made to the original agreement.

16. GRANT APPLICATION

A. Pennsylvania Insurance Fraud Prevention Authority, Mechanicsburg, PA

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the submission of a grant application, on behalf of the York County District Attorney's office, to the Pennsylvania Insurance Fraud Prevention Authority, Mechanicsburg, PA, in the amount of \$111,200.00, with no County match, to provide salary, benefits and miscellaneous expenses for a dedicated Insurance Fraud detective, for the period of July 1, 2015 through June 30, 2016.

17. HUMAN SERVICES

A. Program Agreement Amendment – York County Area Agency on Aging

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a program agreement amendment between the County of York, on behalf of the York County Area Agency on Aging, and the Centers for Medicare and Medicaid Services, Baltimore, MD, to reflect an extension of the original agreement to February 29, 2016; and increasing eligible service claims in an amount not to exceed \$2,683,621.36, for the Community-based Care Transition Program.

B. Contract and HIPAA Business Associate Agreement – York/Adams HealthChoices Management Unit

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a contract and HIPAA business associate agreement between the County of York, on behalf of the York/Adams HealthChoices Management Unit of the York County Human Services department serving as contract administrator, and Pennsylvania Comprehensive Behavioral Health, York, PA, for the provision of Parent Child Relational Therapy (PCIT) services at a cost not to exceed \$6,463.28 funded through state and federal Medical Assistance programs, for the period of July 1, 2014 through June 30, 2015.

C. Contract and HIPAA Business Associate Agreement – York/Adams HealthChoices Management Unit

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a contract and HIPAA business associate agreement between the County of York, on behalf of the York/Adams HealthChoices Management Unit of the York County Human Services department serving as contract administrator, and York County Human Services, York, PA, for the provision of Behavioral Health Navigator services at a cost not to exceed \$56,949.00 funded through state and federal Medical Assistance programs, for the period of December 11, 2014 through June 30, 2015.

D. Resource Parent Contract Agreement – York County Office of Children, Youth & Families

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a resource parent contract agreement between the County of York, on behalf of the York County Office of Children, Youth & Families, and Jeanay Potter, York, PA, at standard per diem rates of reimbursement for care of minor children, for the period of January 1, 2014 through December 31, 2014.

E. Resource Parent Contract Agreements – York County Office of Children, Youth & Families

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve resource parent contract agreements between the County of York, on behalf of the York County Office of Children, Youth & Families, and the following resource parents at standard per diem rates of reimbursement for care of minor children, for the period of January 1, 2015 through December 31, 2015:

- Kimberly Briner, Eppers, PA
- Dorrie L. and Shannon J. Cobb, York, PA
- Bruce and Susan Garretson, Dillsburg, PA
- James and Adrienne Guarro, York, PA
- Michael Kirwin and Jacqueline F. Frost, Stewartstown, PA
- Jeanay Potter, York, PA
- Vina Milligan, York, PA
- Leland and Elizabeth Scott, Chandler, AZ
- Lori and John D. Smith, Dover, PA

F. Purchase of Service Agreement Amendment – York County Office of Children, Youth & Families

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a purchase of service agreement amendment between the County of York, on behalf of the York County Office of Children, Youth & Families, and George Junior Republic in Pennsylvania, Grove City, PA, to reflect the addition of Intensive Supervision Unit services at a rate of \$284.37 per diem, with no other changes being made to the original agreement, for the period of December 1, 2014 through June 30, 2015.

G. Service Provider Contract Agreement Renewals – York County Office of Children, Youth & Families

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve service provider contract agreement renewals between the County of York, on behalf of the York County Office of Children, Youth & Families, and the following service providers at the rates indicated, for the period of July 1, 2014 through June 30, 2015:

Provider	Location	Program Name	Cost	Opt
Bethany Home Inc.	1863 Bethany Road Womelsdorf, PA 19567	Trauma-Informed Residential Program Community Residential Services	\$151.50/diem	01
Bethany Home Inc.	1863 Bethany Road Womelsdorf, PA 19567	Trauma Informed Shelter Shelter Care	\$200.00/diem	02
Lancaster County Youth Intervention Center	235 Circle Avenue Lancaster, PA 17602	Juvenile Detention	\$280.32/diem	01
Lancaster County Youth Intervention Center	235 Circle Avenue Lancaster, PA 17602	Staff Secure Shelter	\$170.94/diem	02
York County Human Services Family Group Decision Making	100 West Market Street York, PA 17401	HSD/Family Group Decision Making Counseling	\$2,150.00/each	01
York County Human Services Family Group Decision Making	100 West Market Street York, PA 17401	Family Team Meeting Counseling	\$1,800.00/each	02

18. BUDGET LINE ITEM ADJUSTMENTS

A. 2014 & 2015 Budget Line Item Adjustments

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve 2014 & 2015 Budget Line Item Adjustments, as submitted by the Controller's Office, for the week of January 28, 2015.

Budget Adjustments

2014

Department Name	Department Number	Account Description	Account Number	Amount Change
Sheriff	011251	Mileage	5200221	339
Sheriff	011251	Uniforms	5200218	(339)
Sheriff	011251	Maintenance - Vehicle	5200233	407
Sheriff	011251	Telephone	5200203	(407)
Sheriff	011251	Contract Service Agreements	5200236	3,156
Sheriff	011251	Telephone	5200203	(1,500)
Sheriff	011251	Uniforms	5200218	(1,500)
Sheriff	011251	Printing	5200215	(156)
Sheriff	011251	Medical & Dental	5200245	77
Sheriff	011251	Telephone	5200203	(77)
Commissioners	010101	Advertising	5200201	2,000
Contingency	016924	Contingency	5200420	(2,000)
Adult Probation	012302	Fuel	5200205	46
Adult Probation	012302	Contract Service Agreements	5200236	(46)
Adult Probation	012302	Equipment Rental	5200315	180
Adult Probation	012302	Contract Service Agreements	5200236	(180)
Adult Probation	012302	Maintenance - Vehicle	5200233	2,356
Adult Probation	012302	Contract Service Agreements	5200236	(2,356)
Juvenile Probation	012301	Maintenance - Vehicle	5200233	971
Juvenile Probation	012301	Mileage	5200221	(971)

**Budget Adjustments
2015**

Department Name	Department Number	Account Description	Account Number	Amount Change
Contingency	016924	Contingency	5200420	48,600
Probation	012302	Printing	5200215	(48,600)
Sheriff	011251	Contracted Security Services	5210205	1,400
Contingency	016924	Contingency	5200420	(1,400)
Commissioners	010101	Association Dues	5200214	1,200
Contingency	016924	Contingency	5200420	(1,200)
Maintenance - Admin Center	010128	Major Equipment	5900702	46,000
Maintenance - Archives	010130	Major Equipment	5900702	24,000
Contingency	016924	Contingency	5200420	(70,000)

19. TAX REFUND REGISTER

A. Tax Refund Register 2015-01

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve Tax Refund Register 2015-01 authorizing payment of York County real estate tax refunds totaling \$4,654.45.

20. APPROVAL OF CHECK REGISTER

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the Check Register for the week of January 28, 2015 totaling \$5,391,516.48.

Weekly Disbursement Totals for January 28, 2015

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	1,292,253.79
01	Payroll	7,754.72
01	Ag Land Preservation	
01	Escrow	
01	FEMA Disaster Grant	
01	Marcellus Shale	
01	York Co Agriculture Society Sinking Fund	
02	York County Nursing Home	508,647.05
03	Unclaimed Money	
04	Donations	
05	Controlled Substance	10,448.43

06	Human Services	194,670.79
07	Children & Youth	1,070,441.43
08	911	363,395.17
08	911 Act 78	
08	E-911 Wireless	
10	Liquid Fuels	22,654.85
10	Marcellus Shale Bridge Maintenance	
11	Prison Telephone	
25	Aging	164,931.29
28	MH-IDD	301,377.60
30/31	York/Adams HealthChoices	19,310.81
30	York Reinvestment	
31	Adams Reinvestment	
35	Domestic Relations	49,854.88
36	Earn-It	
40	Weatherization Liheap	27,030.75
45	Block Grant	25,563.99
46	Affordable Housing	2,627.75
47	Revolving Fund	17.12
48	Downtown Hanover	
49	ARRA Weatherization	
50	Continuum of Care	3,854.00
51	Weatherization Doe	8,412.18
72	Tax Claim	330.23
75	Retirement	1,302,178.78
82	2013 PLGIT GOB Fund	3,400.00
84	911 Capital Projects Fund	4,156.20
85	P/A Capital Projects Fund	
90	Drug & Alcohol	8,204.67
	Total	<u><u>5,391,516.48</u></u>

21. REPORT OF EXECUTIVE SESSIONS

Commissioner Chronister reported the following Executive Session was held since the last Commissioners' Meeting:

01/26 – Three Commissioners, Robb Green, Kristy Bixler and Tiffany Trout – General Personnel; and Bradley Jacobs – Register of Wills Personnel.

22. SOLICITOR'S REPORT

Solicitor Michael Flannelly submitted his written report for the Board's review.

23. OTHER BUSINESS AND ADDITIONAL PUBLIC COMMENTS

No other business or public comments were received.

24. ADJOURNMENT

There being no further business to come before the Board at this time, Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to adjourn the meeting at 10:37 a.m.

Respectfully submitted,

Sherry L. Baer
Chief Clerk/Office Manager